

## HOME HEALTH CARE NURSE ASSISTANT

*N- Not exposed to the task*  
*1- Exposed to the task*  
*2- Accomplished task with help*  
*3- Accomplished task to criteria*  
*4- Able to teach task*

[illegible]

## 1. Introduction to Home Health Care Nurse Assistant

- 1.1 Identify the roles and responsibilities of team members
- 1.2 Identify the educational requirements and certifications of home health care team members
- 1.3 Identify opportunities for employment in home health care field
- 1.4 Identify and list the functions of the Nurse Assistant and Nursing professional organization(s)
- 1.5 Follow a chain of command
- 1.6 Practice professional work habits
- 1.7 Comply with state regulations for Home Health Care Nurse Assistants
- 1.8 Locate OSHA poster(s) and MSDS(s) in clinical site
- 1.9 Identify OSHA regulations that pertain to clinical site
- 1.10 Identify biohazard labels
- 1.11 Identify different departments in a typical clinical site
- 1.12 Identify procedures and tasks performed as a Home Health Care Nurse Assistant
- 1.13 Apply ethical standards to the occupational area
- 1.14 Apply legal standards to the occupational area
- 1.15 Demonstrate confidentiality in the occupational area
- 1.16 Demonstrate various public relations and marketing techniques
- 1.17 Identify, define and use terminology specific to the occupation
- 1.18 Organize workload and prioritize tasks

## 2. Employment

- 2.1 Describe the job search process
- 2.2 Identify requests that are beyond the nurse assistant's training
- 2.3 Implement techniques to manage stress

### 3. Interpersonal Relationships and Communication Skills

- 3.1 Provide quality health care
- 3.2 Demonstrate sensitivity to the diversity of others
- 3.3 Demonstrate tolerance to challenging clients and/or families
- 3.4 Exhibit sensitivity to clients' and/or families' pain and loss
- 3.5 Communicate pertinent information at the shift change
- 3.6 Chart observations and procedures
- 3.7 Reinforce client teaching identified on the care plan
- 3.8 Describe the aging process
- 3.9 Identify the behavioral changes in the home bound client
- 3.10 Identify abnormal body discharge
- 3.11 Schedule appointment for a home health care client
- 3.12 Reinforce client/family instruction from professional staff
- 3.13 Report client needs to supervisor
- 3.14 Complete agency standard forms regarding client care

[illegible]

### 3. Interpersonal Relationships and Communication Skills cont.

- 3.15 Identify five grief/dying stages  
3.16 Identify dying clients needs

## 4. Safety

- 4.1 Respond appropriately to hazards and home safety concerns
- 4.2 Respond appropriately to community emergencies
- 4.3 Apply CDC isolation precautions to client situation
- 4.4 Use physical crisis intervention
- 4.5 Review the home safety plan with the client and others providing care in the home
- 4.6 Carry out the home safety plan if an emergency occurs during the home visit
- 4.7 Handle infectious waste materials safely
- 4.8 CPR Training
- 4.9 First Aid Training

## 5. Personal Care

- 5.1 Maintain hearing aids
- 5.2 Maintain eyeglasses
- 5.3 Place and remove eyeglasses
- 5.4 Assist clients to dress
- 5.5 Give a complete bed bath
- 5.6 Give a partial bed bath
- 5.7 Give AM/PM care
- 5.8 Give a tub/shower bath
- 5.9 Shave client with a safety razor
- 5.10 Shave client with an electric razor
- 5.11 Comb or brush hair
- 5.12 Give a shampoo during a tub or shower bath
- 5.13 Give a bed shampoo
- 5.14 Assist with oral hygiene for a conscious client
- 5.15 Provide flossing of teeth
- 5.16 Administer oral hygiene to helpless or unconscious clients
- 5.17 Provide denture care
- 5.18 Give fingernail care
- 5.19 Give toenail care
- 5.20 Give perineal care to a client
- 5.21 Give perineal care to a client with a catheter
- 5.22 Make occupied bed
- 5.23 Make unoccupied bed
- 5.24 Assist client to dress
- 5.25 Provide pressure ulcer care
- 5.26 Assist client with medication(s)

## HOME HEALTH CARE NURSE ASSISTANT continued

*N- Not exposed to the task*  
*1- Exposed to the task*  
*2- Accomplished task with help*  
*3- Accomplished task to criteria*  
*4- Able to teach task*

[illegible]

## 6. Restorative Nursing

- 6.1 Assist or raise a client's head and shoulders
- 6.2 Move helpless client to the head of the bed
- 6.3 Move or assist client to the head of the bed
- 6.4 Move a client to one side of the bed
- 6.5 Turn client to his or her side
- 6.6 Turn client to a prone position
- 6.7 Transfer a client from bed to chair
- 6.8 Transfer a client from chair to bed
- 6.9 Transfer a client using a mechanical lift
- 6.10 Transfer a client from bed to gurney
- 6.11 Transfer a client using a three-person carry transfer
- 6.12 Transfer a client using a two-person sitting transfer
- 6.13 Ambulate client with a gait belt
- 6.14 Ambulate client who is using a walker
- 6.15 Ambulate a client who is using a cane
- 6.16 Ambulate a client who is using crutches
- 6.17 Perform range of motion exercises
- 6.18 Assist with active range of motion exercises
- 6.19 Adjust the position of the geriatric chair
- 6.20 Describe use of alternating mattress
- 6.21 Correct placement of foot board and bed cradle
- 6.22 Assist with the use of rehab devices (ie. prosthetics)
- 6.23 Provide traction care assistance
- 6.24 Provide cast care assistance
- 6.25 Provide splint care

## 7. Nutrition

- 7.1 Prepare a client for a meal
- 7.2 Distribute trays, assisting with tray set-up
- 7.3 Feed a helpless client
- 7.4 Modify feeding technique as appropriate for a client's condition
- 7.5 Distribute drinking water
- 7.6 Measure and record intake and output
- 7.7 Identify special/therapeutic diets
- 7.8 Recognize client's nutritional needs
- 7.9 Plan and/or prepare meal(s) for client

## 8. Elimination

- 8.1 Provide assistance with bowel and/or bladder training program
- 8.2 Assist with the incontinent client
- 8.3 Assist client with a urinal
- 8.4 Assist client with bedpan
- 8.5 Change urinary drainage bag
- 8.6 Provide catheter care
- 8.7 Change adult incontinent brief

[illegible]

## 8. Elimination cont.

- 8.8 Administer unmedicated, retention, non-retention enemas
- 8.9 Administer rectal suppository
- 8.10 Provide ostomy care
- 8.11 Change an ostomy bag
- 8.12 Collect a midstream clean-catch urine specimen
- 8.13 Collect a 24 hour urine specimen
- 8.14 Collect a sterile urine specimen from a catheter
- 8.15 Collect a stool specimen

## 9. Special Procedures

- 9.1 Empty and clean drainage devices
- 9.2 Provide tube care assistance – IV, O<sub>2</sub>
- 9.3 Apply warm, moist compress
- 9.4 Apply warm water bottle
- 9.5 Apply aquathemia pad
- 9.6 Apply ice bag or ice cap
- 9.7 Provide pre-op care
- 9.8 Perform clean, non-medicated dressing changes
- 9.9 Describe diabetic care
- 9.10 Describe hypertensive care
- 9.11 Describe genitourinary conditions care
- 9.12 Describe CVA care
- 9.13 Describe cardiovascular condition care
- 9.14 Describe AIDS care
- 9.15 Describe dementia care
- 9.16 Describe mentally impaired client care
- 9.17 Describe psychological disorders
- 9.18 Describe respiratory conditions care
- 9.19 Monitor client oxygen usage and equipment
- 9.20 Perform postural drainage and chest percussion by professional staff
- 9.21 Assist client with prescribed breathing care
- 9.22 Provide post-mortem care

## 10. Specimen Collection and Testing

- 10.1 Collect a sputum specimen
- 10.2 Perform Acetest and Clinitest.
- 10.3 Perform Tes-tape
- 10.4 Perform labstix test
- 10.5 Perform Dextrostix test
- 10.6 Use glucometer accurately

## 11.Home Making Skills

- 11.1 Launder clothing
- 11.2 Clean auxiliary rooms
- 11.3 Provide recreational therapy as directed by professional staff